

~~CONFIDENTIAL~~

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

STATE-COMMONWEALTH OF PENNSYLVANIA

ATTACHMENT 1.2-A

1. Secretary of Public Welfare - is responsible to the Governor for the administration of Public Welfare in Pennsylvania.
2. Bureau of Public Education - develops and directs Statewide campaigns of public information and education designed to widen and improve public understanding of Public Welfare services, methods of operation and current Public Welfare issues.
3. Bureau of Human Services Compliance - maintains liaison with Region III of the Federal Government, Department of Health, Education and Welfare in effecting the Civil Rights Act of 1964 and the Governor's Affirmative Action Program in the Public Welfare Department.
- Executive Deputy Secretary for Federal Policy and Programs - provides liaison with Federal agencies, the Congress, national professional groups, agencies and foundations to maximize the resources for human service programs in Pennsylvania and increase the flow of funds into the State through Federal appropriations, grants, research and demonstration projects and other means. Provides advice and consultation to key executives of the Department of Public Welfare, other departments and the Governor's Office concerning Federal human service legislation, policies and program development.
- Executive Deputy Secretary for Operations - implements all Department programs in accordance with plans, policies and standards established by the Secretary.
5. Regional Deputy Secretaries (Southeast, Central, Northeast, and Western) implement all Department programs in their Regions in accordance with plans, policies and standards established by the Secretary.
6. Deputy Secretary for Management Services - provides management services in support of all Department operations. Supervises Office of Manpower and the Bureaus of Data Processing, Administrative Services and Fiscal Management.
7. Office of Manpower (Bureaus of Personnel and Manpower Planning and Development) provides a broad range of personnel management supportive services for all department employees in the areas of employee benefits and services, employee relations, manpower planning and development, classification and position management, labor relations, personnel actions and records maintenance.

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9. Bureau of Fiscal Management - provides consultation and assistance to administrative and program officials in managing the Department's budget.
10. Bureau of Data Processing - provides Management Information Systems data to Department, Federal Agencies and State Legislature.
11. Bureau of Administrative Services - provides management consultant services and office services to the Department. Purchases supplies and equipment and monitors construction and maintenance projects.
- Office of Income Maintenance - plans, establishes policies and standards for, evaluates and provides technical assistance to income maintenance (Public Assistance cash grant and food stamp) programs. Collects reimbursements and restitutions due the Department under the Public Assistance Program. Plans for the eventual federalization of certain income maintenance programs.
13. Deputy Secretary for Mental Health and Medical Services integrates planning and policy development of the Offices of Mental Health and Medical Programs in a manner consistent with the unified local mental health service delivery mechanism and the single mental health legislative base.
14. Office of Mental Health - plans, establishes policies and standards for and provides technical assistance to the total statewide program serving the mentally ill. Consults regularly with the Offices of Mental Retardation, Children and Youth, Adult Programs and Medical Programs to ensure that gaps in services, inconsistencies in policies and duplication of effort do not occur and that the Department's total program fully meets the needs of the mentally ill.
15. Office of Medical Programs - establishes policies and standards for, evaluates and provides technical assistance to programs intended to improve the quantity and quality of medical care available to citizens of the Commonwealth. Operates the statewide Medical Assistance (Medicaid) program and establishes the standards for licensing of all medical care facilities in the Commonwealth.

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16. Deputy Secretary for Social Services directs planning and policy development for the Offices of Children and Youth, Adult Programs and Interprogram Planning and Evaluation in a manner consistent with the Department's objective of developing an integrated human service delivery system.
17. Office of Adult Programs - plans, establishes policies and standards for, provides technical assistance to social service programs to enable adults, especially the elderly, and visually handicapped persons either to sustain or improve their level of functions as individuals, either in terms of economic independence or personal self-sufficiency, or to participate in forms of protective living that substitute for full independence and self-sufficiency. Prepares the State Plan under Titles I, X, XIV and XVI of the Social Security Act.

Office of Children and Youth - plans, establishes policies and standards for and provides technical assistance to social service programs intended to strengthen family life; provides substitute care for children, and promote individual growth and development. Serves as the principle advocate in State Government for the social interests and well-being of children and youth in the Commonwealth. Prepares the Social Services State Plan under Titles IV-A and IV-B of the Social Security Act. Consults regularly with the Offices of Mental Health, Mental Retardation, and Medical Programs to ensure that gaps in services, inconsistencies in policies and duplication of effort do not occur and that the Department's total program fully meets the needs of children and youth.

19. Office of Interprogram Planning and Evaluation - oversees and coordinates the planning activities of program offices to ensure that the Department evolves a comprehensive program of services for the people of the Commonwealth. Oversees the evaluation and research activities of regional and program offices, and collects and analyzes data to assist those offices in planning and evaluation. Develops, in conjunction with Regional and program offices, uniform policies and procedures for all program related grants and contracts and provides technical assistance in contract negotiation, development and administration.

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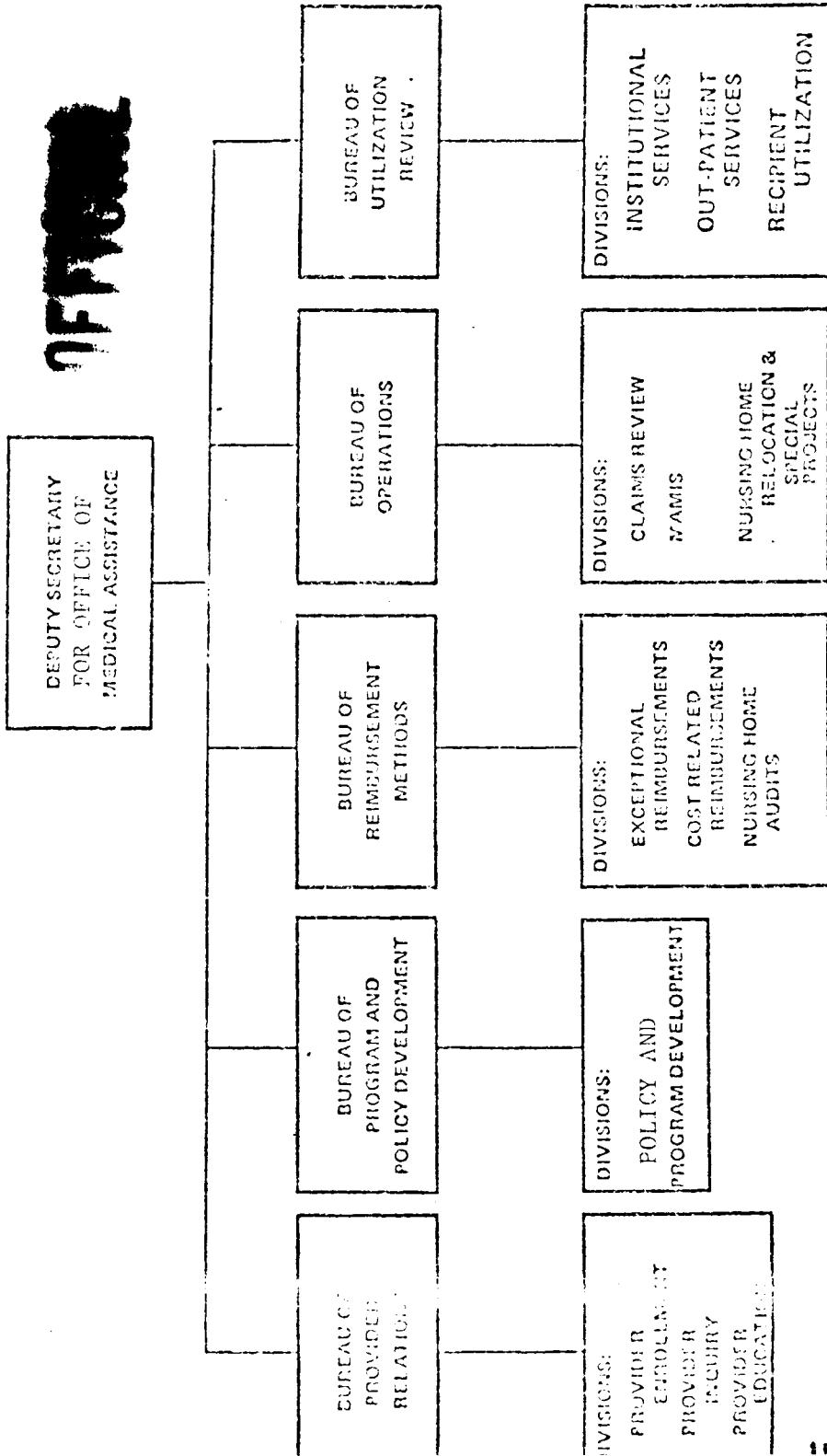
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20. Office of Mental Retardation (Bureaus of Policy Planning, Consultative Services and Research and Training) establishes policies and standards for and provides technical assistance to the total statewide program serving the mentally retarded. Consults regularly with the offices of Mental Health, Children and Youth, Adult Programs and Medical Programs to ensure that gaps in services, inconsistencies in policies and duplication of effort do not occur and that the Department's total program fully meets the needs of the mentally retarded.

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT
STATE - COMMONWEALTH OF PENNSYLVANIA
FUNCTIONAL CHART: DPW OFFICE OF MEDICAL ASSISTANCE



J. Pa. 3A Approved 4/1/80
Effective

Bureau of Program and
Policy Development

This Bureau is responsible for the policy and planning activities of the Medical Assistance Program.

The Bureau of Provider Relations

This Bureau is the primary point of contact, in writing, by phone, or in person, with almost 20,000 Medical Assistance Providers.

SL Pa SA Approved RO Approved 8/5/80

Effect: 7-1-80

11/17/1980

Bureau of Reimbursement Methods

The Bureau of Reimbursement Methods is responsible for developing and maintaining the budget/fiscal procedures for the various MA Reimbursement Programs.

Bureau Utilization Review

This Bureau is responsible for the operational aspect of the MA Program.

The Bureau Utilization Review is responsible for discovering, investigating, and correcting Medicaid overutilization and abuse.

The Bureau must maintain ongoing working relationships with other agencies involved in fraud control and provider enforcement activities.

The Bureau must maintain liaison with the peer review groups of the professional societies and organizations.

Bureau of Operations

The Bureau of Operations is responsible for the operational aspect of the MA Program.

The Bureau Utilization Review is responsible for discovering, investigating, and correcting Medicaid overutilization and abuse.

The Bureau must maintain ongoing working relationships with other agencies involved in fraud control and provider enforcement activities.

The Bureau must maintain liaison with the peer review groups of the professional societies and organizations.

Bureau of Program and Policy Development

The Bureau Utilization Review is responsible for discovering, investigating, and correcting Medicaid overutilization and abuse.

The Bureau must maintain liaison with the peer review groups of the professional societies and organizations.